

HIGHLANDS RECREATION DISTRICT BOARD MEETING

Tuesday, May 13, 2014

Attendants:

BOARD-

Pam Merkadeau (PM) (arrived at 7:10 PM)

Jim Sell (JS)

Michelle McNeil (MM)

Hal Carroll (HC)

Johanna Anton (JA)

STAFF-

Brigitte Shearer (BS)

Mike Koenig (MK)

CALL TO ORDER

The meeting was called to order at 7:06 pm by Board Member MM

REVIEW AND APPROVAL OF THE MINUTES

Board Member HC made a motion to approve the minutes of the March 11, 2014 Regular Board Meeting (JS second). The Board voted as follows: JS: Yes, HC: Yes, PM: absent, MM: Yes, JA: abstained.

INTRODUCTION OF GUESTS

Deputy Munson (arrived at 7:19 PM)

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

None

MANAGER'S REPORT

A. Programming –

- a. ASP – ASP has reached its revenue goals for this FY. Summer camp is 77% full, which is slightly ahead of last year at this time. Summer staff is being finalized.
- b. EEC – 1 staff member has resigned. The upcoming budget will reflect additional resources to more smoothly accommodate staffing needs.
- c. Pool – Deck work is almost done. Additional grit will be added to the deck surface to improve surface texture. Bathroom epoxy repair is still underway. Jeff Franco will be Interim Aquatics Supervisor and Christian Hoobyar will be Interim Pool Manager during Bryce's maternity leave. Transition/ cross-training is happening now to ensure smooth operation as summer begins.

- d. Seasonal – The Health Fair was a success – very well-organized and an excellent first effort at such an event. Other seasonal programs are drawing to close and will revive when summer begins. Rentals are doing well.

- B. Facilities & Grounds – Open space clearing is continuing. IN addition, we will be mapping the open space to provide a baseline topography of the area. We obtained approval from the county to operate the summer camp drop off lane. More signage is required. A door has been replaced in the EEC building. Lexington Avenue sewer work is underway. The contractor has been very accommodating. Security cameras have been purchased and will be installed shortly. We hope this will deter further court damage. Internet/ RecEnroll tech issues have been resolved.
- C. Administration – The supervisory staff retreat was very productive. Many action items and resource needs were identified. BSS is following the lot size discussions currently before the Board of Supervisors. The Home Tour was a success. The Rec provided facility support to this important community event.

COMMITTEE REPORTS

None

FINANCIAL REPORT

The Rec. is 9 months into its fiscal year, or 83% into its budget year. The Board reviewed the financial reports. YTD revenue is higher than last year due to Lehman Brothers settlement (this is ending this FY), higher property tax revenue and higher P&R revenue.

UNFINISHED BUSINESS

- A. Gym Ceiling Update – We are still awaiting a second quote for gym upgrades. Skylights were discussed. Further research will be done to see if skylights are truly a good option for the space and continue to look at window upgrade options.
- B. Ad Hoc Committee Scheduling – Ad hoc Personnel Committee and Ad hoc Finance committee meetings were scheduled.

NEW BUSINESS

- A. UPCOMING MEETINGS: JUNE 10, JULY 8, AUGUST 12

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member PM's questions were addressed. Board Member JA made a motion to pay the bills (PM second) and the motion passed. JS: Yes, HC: Yes, PM: Yes, MM: Yes; JA: Yes.

ADJOURNMENT

Board Member JS made a motion to adjourn the meeting (PM second) and the motion was passed. JS: Yes, HC: Yes, PM: Yes, MM: Yes; JA: Yes. The meeting was adjourned at 8:19 pm.

Respectfully submitted,

Brigitte Shearer
Board Secretary